

## 2026 TxABA Conference Volunteer Information

Thank you for your interest in volunteering at TxABA's annual conference!

As a volunteer, you will receive the following compensation:

- Volunteer 8-10 hours: receive \$150 off registration (covers registration for Student and RBT Members) or free CEUs
- Volunteer 16-18 hours: receive free regular registration (\$295 value)
- Volunteer 20-22 hours: receive free regular registration and free CEUs (\$370 value)

When you fill out the volunteer application, you will select the approximate number of hours that you want to volunteer (approximately 8-10, 16-18, or 20-22 hours), the days you are able to volunteer, and rank your preference for conference tracks. The Staffing Director will assign you to volunteer spots in January/February 2026 and send you your schedule. Remember that registration includes on-demand access after the conference so you will be able to access presentations you are not assigned to, please note that some years there are 1 or 2 presentations that cannot be recorded due to restrictions and are not available after the conference.

Most of our volunteer hours are as CE scan volunteers, with some other hours available to work handing out badges to attendees. Thursday afternoon volunteer positions are to assist with conference setup (e.g., putting together bags, steaming tablecloths, sorting, stapling, etc.). CE scan volunteers work before, during, and after each presentation scanning attendees in and out of the room. Most attendees will have the conference app and scan themselves in and out of presentations. There will be a short training on-site required before your volunteer hours.

During your volunteer hours, you will still be able to attend presentations in the room you are working in. If you are working at the badges table immediately before a presentation, we will reserve you a seat in the room of your choosing. BCBAs will be able to earn CEUs while volunteering.

As a volunteer, you are representing TxABA while you are working your volunteer hours. TxABA is committed to maintaining a professional community that is respectful of all people and expects all representatives of our organization to uphold the <u>Code of Ethics</u> and <u>Sexual Harassment and Diversity Policies of our parent organization ABAI</u>.

Volunteers are expected to adhere to the following guidelines:

 Have a TxABA membership prior to applying to volunteer; current membership is required to access the webpage with the volunteer application/agreement.

- To represent TxABA in a professional and inclusive manner while volunteering
- To agree to the above-stated compensation for your volunteer hours
- To be assigned to volunteer positions on the days you are available
- To show up on time to all scheduled volunteer shifts
- To follow instructions from TxABA Staff including the Executive Director, Staffing Director, Room Monitors, Technology Coordinator, and Administrative Assistants
- To dress in a professional manner during all volunteer shifts
- To behave in a professional manner during all volunteer shifts
- Volunteers will wear a red sash when they are volunteering to indicate to attendees they are volunteers.
- Notify room monitors and other TxABA staff of any issues (discussed during training)

COVID-19: Volunteering requires attending the conference in-person

- Covid-19 vaccination is highly encouraged for all conference staff and volunteers
- Masking <u>may be</u> required for all conference staff and volunteers throughout the duration of the conference except when eating and drinking or in a room without any conference attendees
- Anyone who is sick or experiencing COVID-19 symptoms 14 days prior to the conference should contact the staffing director immediately; determinations will be made based on current scientific and medical recommendations

If you agree to the above-stated conditions, please:

- 1) Log into your TxABA account
- 2) Go to the 2026 Conference page
- Go to the Member Submission page (quick link at top; membership must be current)
- 4) Scroll to the volunteer application link

You will be contacted by the Staffing Director when your application is accepted. If you have questions, please reach out to the Staffing Director at volunteer@txaba.org.

Thanks for your interest in volunteering with TxABA!